



DEPARTMENT OF PERSONNEL

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MEMO PERD #23/01

July 11, 2001

TO: Department Directors
Division Administrators

FROM: Jeanne Greene, Director
Department of Personnel

SUBJECT: Implementation of AB 555

AB 555 which was enacted during the legislative session, allows an employee who has retired under the Public Employees Retirement System to return to work with a public employer under the System without restriction if the employee is:

- Hired to fill a position for which there is a critical labor shortage.
- Receiving an unmodified benefit or has reached the required age at which he could have retired with an unmodified benefit.

Under AB 555, the Board of Examiners must determine those positions in State service for which there is a critical labor shortage based on turnover and recruitment history, the length of time the position has been vacant, and the success of out-of-state recruitment efforts. At the request of the Board, the Department of Personnel has developed guidelines and procedures to assist in implementing the provisions of AB 555.

These guidelines and procedures are outlined on the front of the attached form. They have been approved by the Board on a temporary basis and will be reevaluated with regards to their effectiveness in approximately three months. Your suggestions for improving this process are also welcome.

In summary, the Board of Examiners will consider turnover history for the past three years, length of recruitment (including out-of-state recruitment), number of available, qualified

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candidates, and the average length of the vacancy. The Board may also consider whether the position requires exceptional qualifications, a license or certification for which there has been historical recruitment difficulty or there is a known labor shortage in the field.

The reverse side of the form will be used by the agency in requesting the Board's consideration and approval to designate a specific position as meeting the criteria for critical labor shortage. It will also be used by the Department of Personnel to provide information to the Board relative to the required criteria and by the Board to document its approval or disapproval of the request.

Governor Guinn is hopeful AB 555 will provide a useful tool in recruiting qualified, experienced applicants for hard-to-fill State positions. It should be noted that all applicants, including retirees seeking reemployment in areas of critical labor shortage, must meet current minimum qualifications specified for the position and must be appointed under the provisions of NAC 284.

I hope this information is helpful in considering whether the provisions of AB 555 would enhance recruitment efforts in your agency. If you have any questions or need further clarification, please contact me at 684-0131.

JG:cp

Attachment

cc: Governor Kenny C. Guinn
Agency Personnel Liaisons
Agency Personnel Representatives

REQUEST FOR APPROVAL OF POSITIONS MEETING CRITERIA FOR CRITICAL LABOR SHORTAGE PER AB 555

The Board of Examiners will consider the following criteria in determining if a position is to be designated as experiencing a critical labor shortage per AB 555.

- Turnover – Turnover for the class has exceeded the State average in 2 out of the last 3 years.
- Recruitment – Recruitment (including out-of-state) has been open on a continuous basis for the last 2 months producing less than 5 qualified and available applicants for each opening.
- Average length of vacancy exceeds the State average.

In addition, the Board of Examiners may consider the following criteria:

- Position requires exceptional qualifications of a scientific, professional or expert nature.
- Position requires a license or certification and there has been historical difficulty in recruitment.
- There is a known labor shortage in the field.

INSTRUCTIONS TO REQUESTING AGENCY:

Complete the top portion of the form on the reverse side. Attach any additional information you deem pertinent, and submit the form to the Department of Personnel for completion of the remaining information.

The Department of Personnel will forward your request to the Department of Administration for placement on the Board of Examiner's agenda. You will receive a completed copy of this form after the Board has approved or disapproved your request. Any questions regarding this process should be directed to the Department of Personnel at (775) 684-0131.

Request for Designating Positions Meeting Criteria for Critical Labor Shortage Per AB 555

TO BE COMPLETED BY THE REQUESTING AGENCY

Requesting Agency:

Class Title:

Class Code:

Grade:

Geographical Designation if Appropriate:

BA #:

PC #('s):

Number of Current Vacancies for Class:

Number of Current Qualified and Available Applicants
for Openings:

Describe Recruiting Efforts Outside of State Personnel:

Additional Information for Consideration, i.e., What is Contributing to Labor Shortage, Criticality of Filling Position:

Director's Signature:

TO BE COMPLETED BY THE DEPARTMENT OF PERSONNEL

Number of Positions in Class Statewide:

Average Length of Vacancy for Class:

Average Length of Vacancy for All Classes Statewide:

Agency Turnover in Class for
Last 3 Years

FY

FY

FY

Statewide Turnover for Class for Last 3
Years

FY

FY

FY

Statewide Turnover for All
Classes for Last 3 Years

FY

FY

FY

Recruitment Efforts (including out-of-state), i.e., Length of Recruitment, No. of Qualified Candidates, Advertising Efforts:

Additional Information for Consideration:

TO BE COMPLETED BY BOARD OF EXAMINERS

☐ Approved☐ Disapproved

Signature